

**JOB OPPORTUNITY**  
**Instructor I (Ceramic Instructor)**  
**Cultural Services Division**  
**SALARY \$20.13 – \$22.21 per hour**

The City of Torrance Community Services Department is currently accepting applications for one Instructor I with the Cultural Services Division.

**DESCRIPTION:**

The current opening is for one Ceramic Instructor to teach youth 6 -14 years old, parent & child 3-6 years old, and can substitute for adult ceramic classes. Under supervision, the Ceramic Instructor I prepares lesson plans for beginning and intermediate levels of ceramics for youth in various techniques of hand building with high-fire clay exploring clay sculptures using pinch, slab and coil techniques. Glazing projects and throwing on the potter's wheel for older children is required

**DUTIES:**

- Prepares lesson plans.
- Provides instruction in beginning and intermediate ceramic skills.
- Routine set-up and cleaning of equipment and studio.
- Works with ceramic lab technicians for glazing materials and firing
- Interface with the public and other personnel.

**KNOWLEDGE, SKILLS AND ABILITIES:**

**Knowledge of:**

- Knowledge of ceramic materials, equipment and procedures.
- Knowledge of fundamental elements and principles of clay; forming, firing and glazing.
- Strong verbal communication skills in ceramic techniques for children.
- Basic first aid.

**Ability to:**

- Develop lesson plans for beginning through intermediate students.
- Follow written and oral instructions.
- Learn, monitor and enforce departmental policies and procedures.
- Evaluate class activities to assess class effectiveness.
- Physically lift and handle necessary supplies and equipment.

**Education/Experience:**

- Bachelor's degree in Fine Arts. Graduate experience is a plus.
- Prior teaching experience with children.

**HOURS:**

- Various hours that includes Mondays, 1:00p.m. – 7:00p.m. and Thursdays 3:30-6:00p.m. Classes begin June 28, 2010. Maximum 20 hours per week, Monday through Saturday.

- **FILING DEADLINE: 5:00p.m., Thursday, June 3, 2010.** Interested applicants can submit an application, resume and cover letter to the City of Torrance Human Resources Department, 3231 Torrance Boulevard during the following hours: Monday – Friday, 7:30a.m. – 5:30p.m. The Human Resources Department is closed every other Friday. Application, resume and cover letter can also be submitted on-line on the Human Resources Department web page at [www.TorranceCA.Gov](http://www.TorranceCA.Gov). Only those candidates whose training and experience best meet our needs will be invited to participate in an oral interview which will include a portfolio or CD review. Oral interviews are tentatively scheduled for the week of June 7, 2010. If you have additional questions contact **Janene Ferguson at [JFerguson@TorranceCA.Gov](mailto:JFerguson@TorranceCA.Gov) or (310) 618-2326.**